

Attached are four PDF files that can be opened using Adobe Acrobat. These files contain information pertaining to the *Region 6 EPA/State UIC Class II Area of Review (AOR) Summit* which will be held April 1 & 2 at the Region 6 offices in Dallas.

The first file contains a draft agenda for the 1½ day meeting. As you can see from this draft agenda, we need three State UIC program volunteers to facilitate/participate in different sessions of the meeting. If you would like to volunteer please contact Mike Frazier at 214-665-7236 or [frazier.mike@epa.gov](mailto:frazier.mike@epa.gov) and let him know as soon as possible. We are also soliciting comments on this draft agenda before it is finalized. If you have any comments please send them to Mike by **COB March 21**. If you have comments but feel that you will be unable to provide them to Mike by that date please contact him and coordinate the submittal of your comments.

The second file contains information on the expected participants and attendees for the AOR Summit. If you have additions, deletions or corrections please provide them to Mike as soon as possible, but no later than **COB March 28** so a list can be prepared for distribution at the meeting.

The third file contains information on a block of rooms that we have arranged for a reduced rate of \$89 at the Magnolia Hotel. Your reservation must be made by **Monday, March 17**. After this date, the hotel will continue to accept reservations on a "space available" basis only at the prevailing nightly rate. Also note that there is an early checkout fee of \$100.00 for early departures on any reservation unless notified 24 hours in advance.

Since we have a lot to cover in a short time, lunch on the first day will be a working lunch. The fourth file contains an order form for a box lunch that we have coordinated with a local restaurant. This form and the \$5.00 cost of the lunch will be collected by Minnie Howard by 8:00 am on the first day and she will place the orders with the restaurant. The restaurant will deliver the food by noon so it can be distributed and the discussion can continue.

If you have any questions about any of this information or the AOR Summit please contact Mike. We look forward to seeing you in Dallas on April 1<sup>st</sup> and anticipate a very productive meeting.